



## Barth Syndrome Foundation Policy Governing Fundraising Committee

### Authority

The Fundraising Committee (the “Committee”) is a committee of the Barth Syndrome Foundation (BSF) Board of Directors (the “Board”) established under Article III, Section 17 of the By-Laws.

### Membership

1. The Committee shall be comprised of at least one Director of the Board, as appointed by the Board.
2. The Committee Chair may or may not be a Director of the Board.
3. Members will serve for 3-year terms, which may be renewed by a vote of the Board. The Board may fill vacancies on the Committee. The Board may remove a Committee member from the Committee at any time, with or without cause.

### Operations

1. The Committee will meet with such frequency as it may determine. The Chair of the Committee shall preside over Committee meetings. A quorum shall consist of 51% or more of the voting members of the Committee. If the Committee consists of more than two voting members, Committee approvals will require a vote of a majority of the Committee members present at a meeting at which a quorum is present. If the Committee consists of only two voting members, Committee approvals must be unanimous, provided, however, that if a unanimous vote cannot be reached, the Committee will forward the matter to BSF’s Executive Committee for consideration and a vote.
2. The Committee may conduct its meetings either in person or by means of a conference telephone or by any means of communication by which all persons participating are able to hear one another.
3. The Committee will report its activities to the Board on a regular basis via dissemination of the approved minutes of its meetings.
4. The Committee may invite any Director, employee, consultant, outside advisor or other individual who is not a Committee member to attend Committee meetings or meet with Committee members, but such persons will not have voting power and will not be considered Committee members.
5. The Committee will review this Policy annually and recommend any proposed changes to the Policies & Agreements Committee then the Board for final review and approval.

### Responsibilities

1. Work with staff to develop fundraising strategies and plans for BSF.
2. Monitor execution of fundraising plans, including performance against projections, cost effectiveness, and compliance with legal and ethical standards.
3. Facilitate active individual Director participation in fundraising.
4. Engage directly with existing and potential donors.
5. Encourage and help facilitate grass roots fundraising efforts.
6. Oversee provision to the Board of education about fundraising skills and best practices.

### **Limitations on Committee Authority**

The Board may amend this Policy at any time.

*Adopted as of July 10, 2019*

*Amended and Approved April 14, 2020*